

Certificate of Exemption – AGAR 2020/21 Part 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2021, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2021 and a completed Certificate of Exemption is submitted no later than **30 June 2021** notifying the external auditor.

EASTHAM PARISH COUNCIL

certifies that during the financial year 2020/21, the higher of the authority's total gross income for the year or total gross annual expenditure, for the year did not exceed **£25,000**

Total annual gross income for the authority 2020/21:

£1054-47 £00,000

Total annual gross expenditure for the authority 2020/21:

£12132-37 £00,000

There are certain circumstances in which an authority will be **unable to certify itself as exempt**, so that a limited assurance review will still be required. If an authority is **unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Part 3 to the external auditor to undertake a limited assurance review for which a fee of **£200 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2017
- In relation to the preceding financial year (2019/20), the external auditor **has not**:
 - issued a public interest report in respect of the authority or any entity connected with it
 - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
 - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
 - commenced judicial review proceedings under section 31(1) of the Act
 - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If you are able to confirm that the above statements apply and that the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on the authority website/webpage* before 1 July 2021.

By signing this certificate you are also confirming that you are aware of this requirement.

Signed by the Responsible Financial Officer

Date

REDACTED

04/05/2021

I confirm that this Certificate of Exemption was approved by this authority on this date:

25/05/2021

Signed by Chairman

Date

REDACTED

25/05/2021

as recorded in minute reference:

25th May 2021 RH19(h)

Generic email address of Authority

Telephone number

eastham_pc08@btinternet.com

01299 832722

*Published web address

http://e-services.worcestershire.gov.uk/My Parish

ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor, but no later than 30 June 2021. Reminder letters incur a charge of £40 +VAT

Annual Internal Audit Report 2020/21

EASTHAM PARISH COUNCIL

<http://e-services.worcestershire.gov.uk/MyParish> ADDRESS

During the financial year ended 31 March 2021, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2020/21 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2019/20, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2019/20 AGAR tick "not covered")	✓		
L. The authority publishes information on a website/webpage, up to date at the time of the internal audit, in accordance with the Transparency code for smaller authorities.	✓		
M. The authority, during the previous year (2019-20) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2019/20 AGAR (see AGAR Page 1 Guidance Notes).	✓		

O. (For local councils only)	Yes	No	Not applicable
Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

Name of person who carried out the internal audit

11/05/21 DD/MM/YYYY

DIANE CALLEY AUDITOR

Signature of person who carried out the internal audit

REDACTED

Date

11/05/21

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

EASTHAM PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed		'Yes' means that this authority:
	Yes	No	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			has met all of its responsibilities where as a body corporate it is a sole managing trustee of a local trust or trusts.

*For any statement to which the response is 'no', an explanation must be published

This Annual Governance Statement was approved at a meeting of the authority on:

25/05/2021

and recorded as minute reference:

25th May 2021 RE 19(1) CE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

REDACTED

Clerk

REDACTED

Other information required by the Transparency Code (not part of the Annual Governance Statement)

The authority website/webpage is up to date and the information required by the Transparency Code has been published.

Yes ☒ No ☐

<http://e-services.warwickshire.gov.uk/myParish>

Section 2 – Accounting Statements 2020/21 for

EASTHAM PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	14390	17640	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	8100	8300	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	4382	2754	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	RESTATED 2642 2951	2642	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	RESTATED 6591 6281	9491	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	17640	16562	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	17640	16562	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	3708	323303	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council as a body corporate acts as sole trustee for and is responsible for managing Trust funds or assets.
		✓	N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

REDACTED

Date

04/05/2021

I confirm that these Accounting Statements were approved by this authority on this date:

25/05/2021

as recorded in minute reference:

25th May 2021 ER 19(k) CE

Signed by Chairman of the meeting where the Accounting Statements were approved

REDACTED

year ending 31st March 2021

		Last Year 31st March 2020		This Year 31st March 2021	Description of variance >10%
1	Balances brought forward	14390.34		17640.25	
2	(+) Annual precept	8100.00		8300.00	
3	(+) Total other receipts	4382.06		2754.47	VAT repaid for 2018-2019 was ££2158.00, VAT repaid 2019-2020 was £778.00, a difference of £1380.00
4	(-) Staff costs	2950.93 Restated 2641.60		2641.60	Restated due to Clerk expenses included in 2019-2020 = £309.33
5	(-) Loan interest/capital repayments	0.00		0.00	
6	(-) Total other payments	£6281.22 Restated - £6590.55		9490.77	Restated see Box 4. 2020-2021 - Items purchased for new Hall from agreed reserved funds, total purchases £3484.00
7	(=) Balances carried forward	17640.25		16562.35	See below
8	Total cash & investments	17640.25		16562.35	
9	Total fixed assets	3708.36		323302.70	Memorial Hall rebuilt at cost of £320000.00, leased to Trustees. Defibrillator Box replaced, cost £405.66 less than last one
10	Total Borrowings	0.00		0.00	

Chairman

REDACTED

25/05/2021

Responsible Finance Officer

REDACTED

25/05/2021

Bank Reconciliation Year ending 31st March 2021		EASTHAM PARISH COUNCIL	
Balance per bank statement 31st March 2021		£	£
Current account		16966.23	
Petty cash		0.00	
			16966.23
LESS unpresented cheques at 31st March 2021			
	000044	403.88	403.88
Add any unbanked cash		0.00	0.00
Net bank balance 31st March 2021			16562.35
The net balances reconcile to the Receipts and Payments account for the year as follows			
CASH BOOK (Receipts and Payments)			
Opening Balance per cash book 1st March 2020		17640.25	
Add receipts for period		11054.47	
Less payments for period		12132.37	
Closing balance per cash book 31st March 2021		16562.35	
REDACTED			
	Councillor	Date	25/05/2021
	RFO	REDACTED	30/5/2021

RECEIPTS

Eastham Parish Council

RECEIPTS		April 2020-2021					
Voucher	Date		Receipt	VAT	Precept	Other	LM
No.	Rec'd	Details		repayment	2020-2021		
	1st April 2020	BALANCE C/F	17640.25				
1	3rd April 2020	Credit from TSB Bank	250.00			250.00	
2	29th April	MHDC Precept	£4,150.00		4,150.00		
3	22nd May	WCC LM (February 2020)	195.00				195.00
4	25th June	VAT Repayment	778.11	778.11			
5	14th August	A Gallaghe (insurancne premium refund)	91.36			91.36	
6	28th September	MHDC Precept	4150.00		4150.00		
7	16th October	WCC LM (May/June 2020)	360.00				360.00
8	13th November	WCC LM (July/August)	360.00				360.00
9	13th January 2021	WCC LM (September)	180.00				180.00
10	19th February	WCC LM (October)	180.00				180.00
11	2nd March	WCC LM (December)	180.00				180.00
12	16th March	WCC LM (November)	180.00				180.00
TOTALS			28,694.72	778.11	8,300.00	341.36	1,635.00
							11054.47

PAYMENTS

Eastham Parish Council

Payments	1st April 2020		31st March 2021			
Voucher	Date	Cheque	Minute	Details	Payment	VAT
	cheque	number	reference			element
	written					
1	20th April 2020	S/Order	26th March 2019 (9d)	Clerks Salary (06/04-03/05)	203.20	0.00
2	18th May	S/Order	26th March 2019 (9d)	Clerks Salary (04/05-31/05)	203.20	0.00
3	29th May	000019	8th June (12b)	WCALC Subs 2020-2021	168.05	25.55
4	29th May	000020	8th June (12b)	Came & Company Insurance 2020-2021	444.91	0.00
5	29th May	000021	8th June 12(b)	D M Payroll Services Ltd (Internal Audit)	70.00	0.00
6	8th June	000022	8th June (10)	Mr I Mapp LM (May 2020)	216.00	36.00
7	15th June	S/Order	26th March 2019 (9d)	Clerks Salary (01/06-28/06)	203.20	0.00
8	7th July	000023	29th September (16)	Mrs S Burrows (McAfee 2yrs fee)	119.99	20.00
9	7th July	000024	29th September (16)	Mr I Mapp LM (June 2020)	216.00	36.00
10	13th July	S/Order	26th March 2019 (9d)	Clerks Salary (29/06-26/07)	203.20	0.00
11	10th August	S/Order	26th March 2019 (9d)	Clerks Salary (27/07-23/08)	203.20	0.00
12	7th September	S/Order	26th March 2019 (9d)	Clerks Salary (24/08-20/09)	203.20	0.00
13	18th September	DD	29th September (9d)	ICO fees	35.00	0.00
14	29th September	000025	29th September (9a)	Mr I Mapp (LM July/August 2020)	432.00	72.00
15	29th September	000026	29th September (12)	Eastham Riverside Fete (donation)	500.00	0.00
16	5th October	S/Order	26th March 2019 (9d)	Clerks Salary (21/09-18/10)	203.20	0.00
17	2nd November	S/Order	26th March 2019 (9d)	Clerks Salary (19/10-15/11)	203.20	0.00
18	24th November	000027	24th November (19)	Mr I Mapp (LM September 2020)	216.00	36.00
19	24th November	000028	24th November (10a)	Mr I Mapp LM (October 2020)	216.00	36.00
20	24th November	000029	24th November (10a)	MTM Morgan Contracting Ltd (mowing Millennium Green)	1242.00	207.00
21	24th November	000030	24th November (10a)	Mrs S Burrows (Microsoft update)	59.99	10.00
22	24th November	000031	24th November (13)	Defib Store Ltd (Defib Box replacement)	532.98	88.83
23	30th November	S/Order	26th March 2019 (9d)	Clerks Salary (16/11-13/12)	203.20	0.00
24	29th December	S/Order	26th March 2019 (9d)	Clerks Salary (14/12-10/01/2021)	203.20	0.00
25	11th January 2021	000032	26th January 2021 (18)	Mr I Mapp (LM November 2020)	216.00	36.00
				Balance C/F to page 2	6716.92	603.38

PAYMENTS

Eastham Parish Council

Payments exc VAT										
Staff	Hall Grant/	Other	Defib	Grants	Subs	Grass	LM	Cllrs/Clerks	Section	
Costs	Expenses	admin	Expenses	Donations		Cutting		Training	137	
203.20										
203.20										
					142.50					
		444.91								
		70.00								
							180.00			
203.20		99.99								
							180.00			
203.20										
203.20										
203.20										
		35.00								
							360.00			
				500.00						
203.20										
203.20										
							180.00			
							180.00			
						1035.00				
		49.99								
			444.15							
203.20										
203.20										
							180.00			
2032.00	0.00	699.89	444.15	500.00	142.50	1035.00	1260.00	0.00	0.00	6113.54

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PAYMENTS

Eastham Parish Council

	Date	Cheque	Minute	Details	Payment	VAT
	cheque	number	reference			element
	written					
				Balance C/F from page 1	6716.92	603.38
26	25th January	S/Order	26th March 2019 (9d)	Clerks Salary (11/01-07/02)	203.20	0.00
27	26th January	000033	26th January (10a)	Mr I Mapp (LM December 2020)	216.00	36.00
28	26th January	000034	26th January (12a)	Mrs S Burrows (Taps - Gifted to EMH)	147.18	24.53
29	26th January	000035	26th January (10d)	Mrs S Burrows (Clerks expenses 2019-2020)	202.37	0.00
30	26th January	000036	26th January (10e)	Mrs S Burrows (Defib Battery)	160.00	26.67
31	22nd February	S/Order	26th March 2019 (9d)	Clerks Salary (08/02-07/03)	203.20	0.00
32	2nd March	000037	30th March (17)	Mr I Mapp (LM January 2021)	216.00	36.00
33	2nd March	000038	30th March (12a)	Stephen J Weaver Wooferton (Scapling - Gifted to EMH)	845.85	140.97
34	13th March	000039	30th March (17)	Mr I Mapp (LM February 2021)	216.00	36.00
35	13th March	000040	30th March (17)	Arthur J Gallagher (Hall Insurance 12/02/2021 to 31/05/2021)	164.17	0.00
36	22nd March	S/Order	26th March 2019 (9d)	Clerks Salary (08/03-04/04)	203.20	0.00
37	23rd March	000041	30th March (12a)	NBB Recycled Furniture (Garden furniture - Gifted to EMH)	1554.00	259.00
38	23rd March	000042	30th March (12a)	XL Displays Ltd (Internal Noticeboard - Gifted to EMH)	136.80	22.80
39	23rd March	000043	30th March (12a)	Mrs S Burrows (Internal Ladder - Gifted to EMH)	417.60	69.60
40	26th March	000044	30th March (12a)	Fire Protection Shop (Fire safety items - Gifted to EMH)	403.88	67.31
41	26th March	000046	30th March (12a)	Mrs S Burrows (Shelving storeroom - Gifted to EMH)	126.00	21.00
				TOTAL	12132.37	1343.26

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PAYMENTS

Eastham Parish Council

		Payments exc VAT								
Staff	Hall Grant/	Other	Defib	Grants	Subs	Grass	LM	other	Section	
Costs	Expenses	Admin	expenses	Donations		Cutting		admin	137	
2032.00	0.00	699.89	444.15	500.00	142.50	1035.00	1260.00	0.00	0.00	6113.54
203.20										
							180.00			
	122.65									
		202.37								
			133.33							
203.20										
							180.00			
	704.88									
							180.00			
		164.17								
203.20										
	1295.00									
	114.00									
	348.00									
	336.57									
	105.00									
2641.60	3026.10	1066.43	577.48	500.00	142.50	1035.00	1800.00	0.00	0.00	10789.11

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Asset Register

Eastham Parish Council

SCHEDULE OF FIXED ASSETS

31st March 2021

	Description	Ref/serial No	Date Acquired	Value	Custodian	Disposal
1	Millenium Green	WR62509	Approx 2000	£0.00	Yes	
2	Memorial Hall Land - Hall rebuilt 2020	P199651	Approx 1920	£320,000.00	Yes - Leased to Eastham Memorial Hall CIO	
3	Noticeboard Highwood		N/K	£100.00		
4	Noticeboard Memorial Hall		N/K	£100.00		
5	BT Box		2009	£191.90		
6	Green Gritbin	WR15 8NR	21/11/2002	£169.00	Astley Orchard	
7	Seat on Millenium Green	WR15 8NR	2000	£250.00		
8	Green Gritbin	WR15 8PA	Winter 2011	£162.00	by Highwood junction	
9	Bag Rock Salt	WR15 8NW	Winter 2018	£140.00	held at Eastham Court	Winter 2018
10	Bag Rock Salt	WR15 8PA	Winter 2018	£140.00	held at Bine Farm	Winter 2018
11	Defibrillator Machine	WR15 8NP	16/10/2014	£800.00	outside Eastham Memorial Hall	
12	CE TEK Box for Defib Machine (inc.fittings)	WR15 8NP	16/10/2014	£532.98	outside Eastham Memorial Hall	Replaced Winter 2020, cost £405.66 less than original
13	Computer for PC Clerk/external harddrive etc		25th July 2018	£597.48	Clerks house	
14	Green Gritbin	WR15 8PB	26th Nov 2019	£119.34	end of Highwood Rd	

TOTAL

£323,302.70

All DEEDS held at Solicitors Norris & Miles, Church St, Tenbury Wells
Lease/License for Alterations with Clerk

EASTHAM PARISH COUNCIL 31-03-2021

EASTHAM PARISH COUNCIL 31-03-2021				
BUDGET exc VAT	Actual Budget	Actual budget	Actual Budget	AGREED Budget
INCOME	2018-19	2019-20	2020-21	2021-2022
LM	1903.2	2223	1635	1872
Precept	7700	8100	8300	8400
Repayment by Clerk	0	0.6	0	0
TSB Credit	0	0	250	0
Refund of Insurance premium due to Hall rebuild	0	0	91.36	0
TOTAL	9603.2	10323.6	10276.36	10272
EXPENDITURE exc. VAT	Actual Budget	Actual budget	Actual Budget	AGREED Budget
	2018-19	2019-20	2020-21	2021-2022
Memorial Hall expenses (R)	3681	137.83	164.17	0
Memorial Hall Grant	0	0	3026.1	0
Clerks EXTRA expenses for extra work re. hall	126	67.5	0	0
Grant Budget	670	670	500	800
Noticeboards/seat (R)	8	0	0	2000
Defibrillator Machine (R)	0	31.55	577.48	100
LM	1903.2	2301	1800	1872
Hall rent	154	234	0	0
CALC subs	119.85	130.81	142.5	166
Insurance	279.03	429.72	444.91	600
Internal Auditor	50	70	70	75
Mowing contractor	1012.5	1233	1035	1104
Clerks salary	2747.74	2883.43	2641.6	3000
Cllrs/Clerks training (R)	60	0	0	100
Computer updates	101.65	49.99	149.98	100
Copying/post/paper/mileage/clerks allowance	133.56	44.76	202.37	70
CPRE (section 137)	0	0	0	40
ICO fee (Data Protection)	40	35	35	40
WCC salt/grit refills (R)	280	0	0	105
Election Fees (see Reserved funds)	0	36	0	100
Grit bin Highwood	0	99.45	0	0
TOTAL	11366.53	8454.04	10789.11	10272
BALANCE B/F 31st March	17608	15844	17714	12469
ADD TOTAL INCOME	9603	10324	10276	10272
LESS TOTAL EXPENDITURE	11367	8454	10789	10272
BALANCE C/F	15844	17714	17201	12469
RESERVES RESTRICTED - 31st March	2018-19	2019-20	2020-21	2021-2022
Contingency see Risk Assessment				
Reserves for unexpected events	7000	5000	5000	6000
Grant to Eastham Memorial Hall (for rebuild)	1000	7000	3973.9	0
NEW Memorial Hall expenses	1193	1193	1120.19	193
Seat/noticeboards	700	500	500	500
Defib contingency	500	550	550	550
Audit fee	600	600	600	600
Sick Pay	190	210	210	210
Election	1000	1000	1000	1000
WCC salt/grit refills/grit boxes	520	200	200	300
Clerks Computer (transparency grant) (R)	584.63	584.63	584.63	584.63
Training budget	200	100	100	200
Total contingency	13487.63	16937.63	13838.72	10137.63